

**Finance & Legal Committee
Building, Planning & Zoning Committee
Civic Center & Promotion Committee
Police & Fire Committee
Public Works Committee
August 27, 2020, Minutes**

Present: Heinrich, Buchanan, Kamlitz, Schloegel, Steele, Geroux, Ryan, and Hellekson, Ahmad, Blackmore, Dillman, Edinger, Fosse, Laber, Marsolek, Michel, O'Neill, Rowell, Sveum, and Veil.

FINANCE & LEGAL COMMITTEE

Chair Heinrich convened the meeting at 3:00 p.m.

Steele moved to recommend the City Council approve a Letter of Support for grant funds for the Great Plains Housing Authority for a U.S. Housing and Urban Development (HUD) Lead Hazard Reduction Grant for the testing and removal of lead hazards in single family, multi-family, owner, rental, and multi-use buildings; the first time a ND agency will apply for this HUD grant, which coincides with the mandated U.S. EPA Lead and Copper drinking water requirements. Seconded by Kamlitz. Unanimous aye vote. Carried.

Buchanan moved to recommend the City Council approve the updated City of Jamestown Title VI plans and policies in compliance with Title VI of the Civil Rights Act of 1964 and all related regulations and statutes, the amended Drug and Alcohol Testing Policy in compliance with the Drug-Free Workplace Act of 1988, in compliance with all applicable federal regulations governing workplace anti-drug and alcohol programs, and governing transit industry where applicable. Seconded by Schloegel. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve and authorize signing of the Department of Transportation North Dakota State Aid for Public Transit Funding Agreement for Section 5311 and State Aid to Public Transit funding on behalf of Jamestown Taxi Service, and committing the local share of funds necessary as budgeted for (State FY 2021) CY 2020 - 2021. Seconded by Steele. Unanimous aye vote. Carried.

Steele moved to place the IDK request to amend City Code Sections 5.1 and 5.11.1, to the September Finance and Legal Committee agenda. Seconded by Schloegel. Schloegel requested that he and staff look at the long-term effect of the current City Code and potential changes prior to a meeting. The mayor reviewed the intent of the moratorium, which expires on November 1, 2020, unless further action is taken by the City Council. Unanimous aye vote. Carried.

Heinrich stated that any vendors that originate outside Stutsman County must be licensed by the City to do business within the city limits. All food trucks must be licensed by the ND Department of Health.

Kamlitz moved to recommend the City Council approve the request from IDK Employee Group to be recognized as an other public spirited organization and authorize the issuance of a raffle permit. Seconded by Steele. Unanimous aye vote. Carried.

The meeting adjourned at 3:20 p.m.

BUILDING, PLANNING & ZONING COMMITTEE

Chair Kamlitz convened the meeting at 3:20 p.m.

INFORMATIONAL: The public hearing and second reading is scheduled at the September 8, 2020, Council meeting for Ordinance No. 1539, introduced by Council Member Steele, to amend and re-enact Ordinance No. 329 of the City Code by amending the District Map to change the zoning of Auditor's Lot 27-12, located in the Northwest Quarter Section 27, Township 140 North, Range 64 West of the fifth principal meridian, Midway

Township, Stutsman County, North Dakota, from A-1 and C-2 to M-2. The property is located at 8126 34th St SE.

Steele moved to recommend the City Council approve the request from ARD Properties LLC, for a Special Use Permit for property located in the the NW 1/4, Section 27, Township 140 North, Range 64 West of the fifth principal meridian, Midway Township, Stutsman County, North Dakota. The property is located at 8126 34th St SE. Seconded by Schloegel. Unanimous aye vote. Carried.

Steele moved to recommend the City Council approve and accept the SRF Consulting Group, Inc. quote to conduct the five-year land use transportation plan assessment at a maximum of \$13,819, to be paid from the General Fund. Seconded by Heinrich. Scott Harmstead, SRF Consulting Group, Inc., stated that the plan was last reviewed in 2015 and the NDLC recommends and the industry standard is to review the plan every five years to use as the foundation for policy and decision-making. Harmstead acknowledged that the plan is currently a NDDOT-driven and transportation dominant document. Unanimous aye vote. Carried.

Heinrich moved to recommend the City Council introduce the first reading of an ordinance to amend and re-enact Section 4 - Establishment of Districts, and to enact Section 5.4.4, Uses Permitted - Planned Unit Development (new section), all of Appendix C of the City Code as recommended by the Planning and Zoning Commission. Seconded by Steele. Harmstead stated that the Planning Commission will work with SRF and staff to continue to develop the ordinance language. Unanimous aye vote. Carried.

The meeting adjourned at 3:36 p.m.

CIVIC CENTER AND PROMOTION COMMITTEE

Chair Schloegel convened the committee at 3:36 p.m.

Civic Center Manager Fosse provided the September, October, November, December 2020 schedule for the facility as compared to 2019; and an update of facility and community promotions. The facility is currently limited access. Contact staff for event scheduling. Events must follow State of ND protocol.

The meeting adjourned at 3:42 p.m.

POLICE & FIRE COMMITTEE

Chair Buchanan convened the committee at 3:42 p.m.

Chief Edinger provided a general update on the Police Department, training, COVID-19 protocols and precautions observed, and implemented. Edinger thanked the previous Council for the changes that allowed them to fill the positions, including the Drug Task Force position. There are a number of good applicants for the last open position. There are some on-street parking changes due to site lines and narrowness of street, including 2nd Ave SE, 5th St SE and others. Edinger thanked the public for the consistent daily support and events which helps greatly with recruitment, retention and morale of the officers. Edinger acknowledged that the average speed on 1st Ave has increased slightly, but the primary concern are for pedestrians crossing 4 lanes of traffic with few traffic signals.

Chief Reuther provided a general update on the Fire Department, including inspections, training, and COVID-19 protocols and precautions observed and implemented. Reuther swore in three firefighters last week already at firefighter I status and has applications for additional firefighters.

Reuther stated that the ladder truck is in SD, painted, but awaiting components that are delayed due to the global pandemic. The new delivery date for the ladder truck is now sometime in October, 2020.

The meeting adjourned at 4:02 p.m.

PUBLIC WORKS COMMITTEE

Chair Steele convened the committee at 4:02 p.m.

Kamlitz moved to recommend the City Council approve the development and implementation of a City Industrial Wastewater Discharge Pretreatment Permitting and Compliance Program beginning in 2021 as mandated by the State of North Dakota Department of Environmental Quality, and in compliance with the U.S. EPA. Seconded by Schloegel. Karla Olson, APEX, and Darrell Hournbuckle, Interstate Engineering, Inc., provided information about the program and the proposal. Heinrich requested information regarding the authority for the ND DoH or DEQ to push the program to the City. Unanimous aye vote. Carried.

Sanitation Foreman O'Neill provided information about the cost to grind the high volume of primarily residential wood waste as requested by City Council on July 23, 2020. O'Neill will return to this committee with additional information regarding equipment cost, maintenance, and availability of vendors to provide the service on a schedule.

Heinrich moved to send to City Council, without recommendation, the purchase of the recycling vactor truck. Seconded by Kamlitz. Engineering Technician II Michel and Wastewater Maintenance Operator IV Marsolek provided vactor truck information as requested by the City Council on July 23, 2020. Heinrich requested Equipment Replacement Fund balance information for the final decision. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve entering into an agreement with CPS to provide the 2020 Annual Municipal Solid Waste Landfill Groundwater Monitoring Report and additional consultation regarding the City's Groundwater Monitoring Plan. Seconded by Heinrich. City Engineer Dillman explained that the ND DEQ requires this monitoring. Unanimous aye vote. Carried.

Schloegel moved to recommend the City Council approve entering into an agreement with Interstate Engineering, Inc., for the 2021 Water Main Improvement District. Seconded by Kamlitz. City Engineer Dillman explained that this will primarily include 17th St SW which has watermain break, quality and crossing concerns and will be covered by a DWSRF loan and specially assessed. Unanimous aye vote. Carried.

City Engineer Dillman explained the Change Order No. 2, to Scherbenske Inc., for 2020 State Hospital Water Line Replacement District 20-62, pertaining to the easement agreement with the State of ND, with no time or dollar amount change in the contract price.

City Engineer Dillman provided project updates, including the Main Street project, the 2019 Watermain Improvement District 19-61, and the 2020 Watermain Improvement District 20-61.

City Engineer Dillman provided information about the University of Jamestown Stormwater related to renovations of Taylor Stadium and the new stormwater line that the City will have to build under the UJ dirt parking lot next to the stadium to replace UJ's failed stormwater line that runs under the stadium. The city is asked to design it this winter and build next summer to meet UJ's urgent construction timeline. The new line will be specially assessed.

INFORMATIONAL: Recycling collection update.

INFORMATIONAL: Garbage collection update.

The meeting adjourned at 5:03 p.m.

Sarah Hellekson, City Administrator